



Issuance Date: June 4, 2018

What's New?

- [Administrative Order 10](#) - This order is adopted for the purpose of reaffirming the Department's commitment to inclusivity and reasonable accommodation in the provision of services and conduct of official business, and to satisfy the requirements of the Americans with Disabilities Acts of and regulations promulgated pursuant thereto, 28 C.F.R. 35.107.

What's Revised?

Policies

- [CP&P-IV-A-6-100](#), **Photographing Children in Out-of-Home Placement:** The following changes were made to the aforementioned policy:
 - Updates out-of-home placement to include "Kinship."
 - Removes "Informed Consent" as an authorized placement method.
 - Ensures that a photograph is taken within the first 30 days of placement, preferably on the initial day of placement (with an exception).
 - Updates the photograph to every year, (with an exception).
 - Updates the procedures for taking photographs.
 - Includes how to upload the photo into NJ SPIRIT.
- [CP&P-IV-A-6-200](#), **Fingerprinting Children in Out-of-Home Placement:** The following changes were made to the aforementioned policy:
 - Removes "Informed Consent" as an authorized placement method.
 - Mandates the time frame for fingerprinting (no later than one week from the date of approval to fingerprint the child in out-of-home placement).

- **All SPRU Policies** have been updated to reflect current practices, while some policies within SPRU were merged and others were deleted:
 - [CPP-II-D-1-100](#), **SPRU Personnel Management**: Information about shifts, county meetings, and philosophy of intervention has been added.
 - [CPP-II-D-1-200](#), **SPRU Coverage System, Roster and Registering for Duty**: Updated how SPRU workers register for duty.
 - [CPP-II-D-1-400](#), **SPRU Worker Roles and Responsibilities**: Now includes when to call a SPRU Supervisor, which was formerly found in [CPP-II-D-1-535](#), **SPRU Supervisor/IAIU After Hours Consultant Roles, Responsibilities and Documentation Requirements**.
 - [CPP-II-D-1-500](#), **Administrative Staff Responsibility & Supports Toward SPRU Operations**: The following two policies were merged with the aforementioned policy - CPP-II-D-2-200, **Administrative Support to SPRU** and CPP-II-D-2-625, **SPRU Committees** - to become one policy.
 - [CPP-II-D-1-535](#), **SPRU Supervisor/IAIU After Hours Consultant Roles, Responsibilities, and Documentation Requirements**: Information on how to access supervisor was deleted from this policy and added to SPRU Worker Policy.
 - [CPP-II-D-2-300](#), **SPRU Case Practice Considerations & Procedures**: policy was merged with [CPP-II-D-2-1100](#), **SPRU Case Practice Considerations**.
 - [CPP-II-D-2-400](#), **SCR Assignment to SPRU**: CPP-II-D-2-100, **Day Staff vs. SPRU Coverage**, was merged with this policy.
 - [CPP-II-D-2-500](#), **Location of Child vs. County of Supervision**: Jurisdiction in Reports/Referrals Received After-Hours can be seen in [CPP-II-C-1-200](#), **Office of Supervision**.
 - [CPP-II-D-2-700](#), **Field Response Times**: Decency of Hour has been removed and policy was merged with [CPP-II-D-2-300](#), **SPRU Case Practice Considerations & Procedures** – where it speaks about- Field Work Beyond End of SPRU Duty & Follow Up Next Work Day.
- The following SPRU policies were updated to the current Office of Policy format:
 - [CPP-II-D-1-700](#), **Annual Certification of SPRU Staff**
 - [CPP-II-D-1-800](#), **Annual Review of SPRU Operations**
 - [CPP-II-D-2-600](#), **Conflict of Interest Matters**
 - [CPP-II-D-2-800](#), **The SPRU Response Kit**

Forms

- CP&P Form [11-70](#), **Pediatric Nursing Report**: The form in the manual now matches the form in NJ Spirit.

What's Obsolete?

- The following SPRU issuances have been obsoleted or content has been moved to other issuances:
 - CPP-II-D-1-600, **SPRU Philosophy of Intervention**
 - CPP-II-D-2-100, **Day Staff vs. SPRU Coverage**
 - CPP-II-D-2-625, **SPRU Committees**
 - CPP-II-D-2-900, **Documentation of SPRU Intervention**
 - CPP-II-D-2-1000, **LO Follow Up to SPRU Intervention**
 - CPP-II-D-2-1200, **Candle Cases- No Electricity/Power in the Home**

Click [here](#) to view *Policy Updates*

If you have any questions, please contact the Office of Policy and Regulatory Development at DCFPolicy@dcf.state.nj.us or 609-888-7030.